

UPPER BEEDING PARISH COUNCIL

r/o 3 Hyde Square ~ Upper Beeding ~ West Sussex ~ BN44 3JE

Tel: 01903 810316

email: upper.beeding@btconnect.com

www.upperbeeding-pc.gov.uk

Clerk: Steve Coberman

MINUTES OF A MEETING OF THE PARISH COUNCIL

Date: Tuesday 4th October 2016

Time: 7.30pm

Place: Beeding & Bramber Village Hall

Present:	Cllrs S Birnstingl (Chairman), K Bowlan, A Chilver, V Cook, R Harber, P Kentell, and C Warren; Cllr D Coldwell; neighbourhood warden P Conroy.
C:1016:01 <i>Apologies</i>	Apologies were received from Cllr J Rowland (personal commitments) and County Cllr D Barling.
C:1016:02 <i>Questions from the public</i>	There were no questions from the public.
C:1016:03 <i>Declarations of interest</i>	There were no declarations of personal or prejudicial interest by Councillors on any of the agenda items below.
C:1016:04 <i>Minutes of previous meeting</i>	The minutes of the meeting dated 6 th September 2016 were approved by all present and signed by the Chairman. <i>Proposed by R Harber; Seconded by C Warren.</i>
C:1016:05 <i>Matters arising</i>	There were no matters arising from the minutes not covered elsewhere in the agenda.
C:1016:06 <i>Neighbourhood Warden's report</i>	Neighbourhood Warden P Conroy reported orally and in writing as follows: <u>Antisocial Behaviour and crime</u> Monitoring continues following further reports of broken glass left at the bandstand area in the recreation ground. Reports suggest that the smashing of bottles is most likely occurring in the early hours of the morning, and where noticed should be reported to the police on 101. A resident reported concern for a dog which had on two occasions been left in a car for a long period of time on a hot day; the police attended and there was no trace, but the owner has now been visited and warned, and there have been no further reports of similar incidents. A commercial sign for a local store has been uprooted from the Bramber roundabout and dumped in the castle grounds. A property was burgled in Pound Lane on 14 th September; access was gained through an open side door whilst the victims were in the garden and a jewellery box stolen. There has been an increase in fly tipping and deterrent patrols are taking place; hot spots include Beeding Hill car park and Smugglers Lane, and the registration numbers of several suspicious vehicles have been noted. Early morning and afternoon patrols around the school have been stepped up in response to reports of dangerous driving at school times. <u>Community</u> Existing services are being maintained. No new initiatives have been commenced.

<p>C:1016:06 <i>Neighbourhood Warden's report (cont)</i></p>	<p>Following the report, the Clerk noted a report of broken glass in the playground area. He also advised Mr Conroy that the Skatepark is scheduled to reopen at the end of October, and suggested that patrols be stepped up in the early weeks after opening. It was also noted that the proposed signage in the playground - that it not be used in the evenings - should be pursued by the Clerk as previously suggested.</p>
<p>C:1016:07 <i>County Councillor's Report</i></p>	<p>No report was received</p>
<p>C:1016:08 <i>District Councillor's Report</i></p>	<p>District Cllr D Coldwell reported orally as follows:</p> <p><u>Planning</u></p> <p>The planning applications for advertising at 5-9 Hyde Square, and for extensions at 23 Pound Lane, have been turned down by the Development Committee.</p> <p><u>Boundary Review</u></p> <p>The current review of HDC ward boundaries will not impact Upper Beeding parish in any way. The proposal is for there to be ward changes in the north of the district, leading to three extra councillors (to represent Southwater, Billingshurst, and North Horsham).</p> <p><u>Car Parking</u></p> <p>The review of rural car parking continues. The Clerk reported on a meeting he had held at HDC offices in which the cost of providing the parking was indicated, and the parish was invited to take over the facility (at a probable cost of approx £1,500pm). They also indicated an intention to charge residents £20 for a parking badge, and the Clerk had indicated that there was a strong feeling on the council that visitors should not be deterred for parking in the village. District Cllr Coldwell suggested that there may not be a requirement to pay the £20pa, and that no further action be taken by the parish until firm proposals are issued by HDC.</p>
<p>C:1016:09 <i>Chairman's announcements</i></p>	<p>Cllr S Birnstingl reported on the access to the Downs Link at Small Dole; he has now met the landowner - Mr Gue - who indicated that there could be no right of way across the farmyard but that he was otherwise happy to cooperate with any suggested access improvements, including allowing permissive access across his field. Cllr Birnstingl agreed to pursue this with WSCC and Henfield PC. Cllr C Warren suggested an alternative route to that considered by Cllr Birnstingl, who agreed to look into it.</p>

<p>C:1016:10 <i>Authorisation of Payments</i></p>	<p>A resolution to authorise the following payments was approved unanimously:</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 40%;">Environment Agency</td> <td style="width: 40%;">Drainage rates</td> <td style="width: 20%; text-align: right;">£7.91</td> </tr> <tr> <td>Letterbox Logistics</td> <td>Newsletter distribution</td> <td style="text-align: right;">£201.24</td> </tr> <tr> <td>Ferring Nurseries</td> <td>per Beeding in Bloom</td> <td style="text-align: right;">£3,059.86</td> </tr> <tr> <td>AMF</td> <td>Intruder alarm maintenance</td> <td style="text-align: right;">£93.13</td> </tr> <tr> <td>PKF Littlejohn</td> <td>External audit fee</td> <td style="text-align: right;">£480.00</td> </tr> <tr> <td>Grasstex</td> <td>Grass cutting</td> <td style="text-align: right;">£3,012.96</td> </tr> <tr> <td>Simon Zec</td> <td>Tree work</td> <td style="text-align: right;">£100.00</td> </tr> <tr> <td>George Rose</td> <td>Stationery</td> <td style="text-align: right;">£88.42</td> </tr> <tr> <td>B & B Village Hall</td> <td>Room hire</td> <td style="text-align: right;">£44.10</td> </tr> <tr> <td>EDF</td> <td>Sports hall electricity</td> <td style="text-align: right;">£402.89</td> </tr> <tr> <td>Henfield PC</td> <td>Community bus</td> <td style="text-align: right;">£75.00</td> </tr> <tr> <td>Rialtas</td> <td>Accounts backup fee</td> <td style="text-align: right;">£136.80</td> </tr> <tr> <td>Clarity Copiers</td> <td>Printing, copying, & newsletter</td> <td style="text-align: right;">£200.33</td> </tr> <tr> <td>Ferring Nurseries</td> <td>per Beeding in Bloom</td> <td style="text-align: right;">£1,269.14</td> </tr> <tr> <td>Will Bourne</td> <td>Village maintenance</td> <td style="text-align: right;">£1,917.08</td> </tr> <tr> <td>Southern Water</td> <td>Sports hall & allotment water</td> <td style="text-align: right;">£219.27</td> </tr> </table> <p><i>Proposed by P Kentell; Secoded by A Chilver.</i></p>	Environment Agency	Drainage rates	£7.91	Letterbox Logistics	Newsletter distribution	£201.24	Ferring Nurseries	per Beeding in Bloom	£3,059.86	AMF	Intruder alarm maintenance	£93.13	PKF Littlejohn	External audit fee	£480.00	Grasstex	Grass cutting	£3,012.96	Simon Zec	Tree work	£100.00	George Rose	Stationery	£88.42	B & B Village Hall	Room hire	£44.10	EDF	Sports hall electricity	£402.89	Henfield PC	Community bus	£75.00	Rialtas	Accounts backup fee	£136.80	Clarity Copiers	Printing, copying, & newsletter	£200.33	Ferring Nurseries	per Beeding in Bloom	£1,269.14	Will Bourne	Village maintenance	£1,917.08	Southern Water	Sports hall & allotment water	£219.27
Environment Agency	Drainage rates	£7.91																																															
Letterbox Logistics	Newsletter distribution	£201.24																																															
Ferring Nurseries	per Beeding in Bloom	£3,059.86																																															
AMF	Intruder alarm maintenance	£93.13																																															
PKF Littlejohn	External audit fee	£480.00																																															
Grasstex	Grass cutting	£3,012.96																																															
Simon Zec	Tree work	£100.00																																															
George Rose	Stationery	£88.42																																															
B & B Village Hall	Room hire	£44.10																																															
EDF	Sports hall electricity	£402.89																																															
Henfield PC	Community bus	£75.00																																															
Rialtas	Accounts backup fee	£136.80																																															
Clarity Copiers	Printing, copying, & newsletter	£200.33																																															
Ferring Nurseries	per Beeding in Bloom	£1,269.14																																															
Will Bourne	Village maintenance	£1,917.08																																															
Southern Water	Sports hall & allotment water	£219.27																																															
<p>C:1016:11 <i>Review of outstanding actions</i></p>	<p>The Clerk tabled an updated schedule of outstanding actions, which was reviewed in detail.</p>																																																
<p>C:1016:12 <i>Youth provision</i></p>	<p>The Clerk noted that the SAYS charity will cease to have an active role from 1st April 2017 onwards. The four affected parish councils have all agreed that from that date they will contract independently with Horsham Matters, and that the Management Committee will have enhanced terms of reference. A meeting of the trustees is to be arranged in the near future.</p>																																																
<p>C:1016:13 <i>Neighbourhood planning</i></p>	<p>A report on progress, prepared by Mr S Teatum, was circulated and noted.</p>																																																
<p>C:1016:14 <i>Joint Parishes Cemetery Committee</i></p>	<p>Cllr R Harber reported that the three parishes involved have all now agreed to the documents presented by the Cemetery Clerk, and agreed by UBPC in September. The Clerk noted that he would be meeting the Cemetery Clerk on 10th October to progress matters.</p>																																																
<p>C:1016:15 <i>Representatives to WSALC</i></p>	<p>It was noted that there would be a need to formally nominate representatives to WSALC if we are to have voting rights at the AGM. Cllrs S Birnstingl and R Harber were appointed to this role. <i>Proposed by R Harber; Secoded by P Kentell.</i></p>																																																
<p>C:1016:16 <i>CCTV</i></p>	<p>The Clerk noted that a meeting had been arranged earlier in the day with a local security contractor, but that the contractor had failed to attend. He noted that another contractor had coincidentally emailed a proposal, and agreed to follow this up and also approach other potential suppliers.</p>																																																
<p>C:1016:17 <i>Christmas Decorations</i></p>	<p>It was agreed that we should re-use the lights purchased for 2015 at the village hall, but that no tree would be provided.</p>																																																
<p>C:1016:18 <i>Accounts: Sep-16</i></p>	<p>These were presented and noted.</p>																																																

<p>C:1016:19 <i>Bank statements: Aug-16</i></p>	<p>These were presented and noted. The Clerk noted the transfer of £20,000 from the Cambridge BS savings account to the current account. This was planned, and results from the deliberate running down of reserves as indicated in the 2016/17 budget.</p>
<p>C:1016:20 <i>Payroll: Sep-16</i></p>	<p>The report and Client's Account statement were presented and noted.</p>
<p>C:1016:21 <i>Correspondence</i></p>	<p>The Clerk tabled the following correspondence:</p> <ul style="list-style-type: none"> • An email from Mrs Mhadhebi again requesting a hard-surfaced path in place of the existing mesh path around the playing field. [Cllr S Birnstingl noted that he had aired this suggestion on Facebook. Cllr V Cook suggested that the existing mesh path was fully effective, and the Clerk supported this but noted that a fast-draining puddle did form during heavy rain in a limited area near the car park. He indicated that the cost of providing a hard surface would be significant - probably at least £15,000 - and proper public consultation would be needed to justify the expenditure.] • Letter from Horsham Matters re 2017/18 youth service costs. • Email from Chris Stark, WSCC, re moving path on A283, and taking over verge cutting. • Email from Alan Chilver re a loneliness support scheme. [The council expressed support for the initiative.] • LCR magazine. • AiRS AGM & conference documents. • Letter of thanks from Beeding & Bramber Local History Society.
<p>C:1016:22 <i>Items for information or next agenda</i></p>	<p>Cllr R Harber noted an email from Dr Gearey of Brighton University notifying of a lecture on the history and future of the River Adur, previously circulated by the Clerk, and suggested that councillors might find it valuable to attend the lecture.</p>

The meeting closed at 9.20pm. The next meeting will be held at Beeding & Bramber Village Hall on Tuesday 1st November 2016 at 7.30pm.

Minutes signed by: **Date:**